

## TRAINING ALERT

**Basic Guard School:** **S-130** Basic Firefighter, **S-190** Introduction to Wildland Fire Behavior  
**I-100** Introduction to ICS, **IS-700** Introduction to NIMS,  
**L-180** Human Factors in the Wildland Fire Service

**Advanced Guard School:** **S-211** Portable Pumps and Water Use, **S-131** Firefighter Type 1,  
**S-133** Look Up, Look Down, Look Around.

**L-280** Followership to Leadership. Limited to 25 students,

**NOTE:** Individuals will not be able to take L-280 if they are taking S-131/133/211, and vice versa.  
Please carefully read the Schedule section, below.

**June 1 - 5, 2015**

*North Idaho Guard School,*

*Camp Lutherhaven, near Coeur d'Alene at Mica Bay (directions below training coordinator information)*

*Nomination Deadline*

**May 19, 2015**

**DESCRIPTION:** Basic Guard School provides basic fire suppression information, including fire weather and fire tactics, to qualify individuals at the firefighter (FFT2) level. Upon successful completion, students will receive credit for S-130, S-190, I-100, IS-700, L-180 and annual fireline safety training (RT-130).

Advanced Guard School offers four courses. S-131, S-133, and S-211 are targeted to individuals ready to become Firefighter Type 1 (FFT1). The fourth course is L-280 (Followership to Leadership). This course is for individuals who desire to become Single Resource Boss qualified.

**TARGET GROUP:** Agency entry-level firefighters for Basic Guard School. Advanced Guard School targets personnel desiring to be a FFT1.

**PREREQUISITES:** The Work Capacity Fitness Test will be available on Monday evening to the students working for Agencies that require completion prior to the field day. Nominees are to complete this form, [http://www.fs.fed.us/fire/safety/wct/5100\\_31.pdf](http://www.fs.fed.us/fire/safety/wct/5100_31.pdf).

Nominees **must** have their HSQ form reviewed and cleared by the Forest AFMO prior to attending GS. No test will be administered to nominees who do not have prior approval to take the WCT.

**REGISTRATION:** Sunday, May 31 1000 – 1800  
Monday, June 1 0700 – 0745 for Advanced/L-280  
Monday, June 1 0745 – 0900 for Basic

Meals will be provided beginning with dinner on Sunday.

SCHEDULE: Basic Guard School: 0915 Monday, June 1 - 1300 Friday, June 5  
Advanced Guard School: 0745 Monday, June 1 – 1300 Friday, June 5  
L-280: 0800 Monday, June 1 – 1800 Wednesday, June 3

A portion of the advanced students will be integrated in the basic guard school field day as squad busses, sawyers, and as role players. Volunteers for these positions will be picked during guard school week. Students who are not integrated in the field day will participate in group activities at camp. L-280 students are free to depart Wednesday after class, or may remain in camp participate in field day/group activities.

COST: Student's home unit will be billed for meals and expenses. Sending unit will be responsible for salary, per diem, and travel expenses.

SPECIAL NEEDS: Students will be configured in crew formation while at camp. It is not necessary to send a designated Chief of Party, unless the home unit chooses to do so. Ideally, Advanced/L-280 students will serve as Chief of Party in order to reduce number of extraneous personnel in camp.

Students will be camping all week long and must ensure they have everything necessary to camp comfortably in all types of weather.

Each student will be required to bring:

- Hardhat with chin strap
- Nomex shirt
- Nomex pants
- Headlamp w/ batteries
- Canteens (4-1 qt size)
- Pens/pencils
- Fire line pack w/ fire shelter
- Leather gloves
- Leather boots (minimum 8"), approved for fire use  
**AND properly BROKEN IN!**
- Sleeping bag and pad
- Bath towel and wash cloth
- Eye and ear protection
- Compass
- Personal Tent (can share)
- Incident Response Pocket Guide
- Signed "Expectations for Employees"

Students may bring street clothes and tennis shoes for after-class activities; "PT" clothes are recommended. Suggested items to bring for after-hours entertainment include books, deck of cards, portable audio devices, etc. Camp Lutherhaven has a large playing field for softball, soccer, and many other activities such as hiking/jogging trails. Swimming will not be allowed during the week.

Please contact Ken Homik, Course Coordinator at [khomik@idl.idaho.gov](mailto:khomik@idl.idaho.gov) if your students have special dietary needs.

EXPECTATIONS: Supervisors and all Basic, Advanced, and L-280 students will sign the "2015 Guard School Attendee Expectations" document (see attachment). A copy of the signed document will be retained at the home unit. The original will be collected upon check-in at Camp Lutherhaven.

Students will also be expected to stay at camp for the duration of Guard School. Private vehicles will not be permitted and students should carpool in government vehicles.

Students will be expected to wear leather boots, Nomex pants and crew/agency T-shirt (or other appropriate shirt) from breakfast through dinner.

Duration of training and travel time will result in students being required to put in more than the normal 8 hours per day /40 hours per week. Supervisors and/or timekeepers should be aware of this in order to make provisions for compensation. A comprehensive final exam

will be given on Friday for Basic Guard School attendees, and at the completion of each Advanced class. Students must pass any exam taken with a minimum score of 70%.

NOMINATIONS: Nominations are due **May 19, 2015**. NWCG nominations are not necessary for Basic Guard School training, but units must supply the following information:

- Names of students.
- Management / job code for each student.
- "Expectations for Employees" signed by supervisor and student.
- Special dietary needs, as noted above.

**Advanced Guard School and L-280 will require training nominations for each student.**

Training Officers may still submit nominations via IQCS or send the required information to your local training representative, who will forward it to the agency training representative listed below. Agency training representatives – please forward to the Coeur d'Alene Interagency Dispatch Center via e-mail ([idcdc@fs.fed.us](mailto:idcdc@fs.fed.us)) or FAX (208-762-6909).

*For additional information regarding the coordination of the NIZ Guard School, please contact Ken Homik, [khomik@idl.idaho.gov](mailto:khomik@idl.idaho.gov) or at (208) 267-5577.*

**AGENCY TRAINING REPRESENTATIVES:**

CWF/NPF – Dennis Crew

NPT – Sandy Holt

BLM – Angelic Koch

IPF/Other Agencies – Angelic Koch

IDL/North ID Fire Depts. – Paul Balfour

CDT – David Vassar

## Directions to Camp Lutherhaven for 2015 North Idaho Guard School

Camp Lutherhaven is located on Lake Coeur d'Alene at Mica Bay, approximately 35 minutes north of Plummer, Idaho and 20 minutes south of Coeur d'Alene, Idaho. Address is 3258 W. Lutherhaven Road, Coeur d'Alene, Idaho 83814. 208-667-3459.

### From Plummer, Idaho:

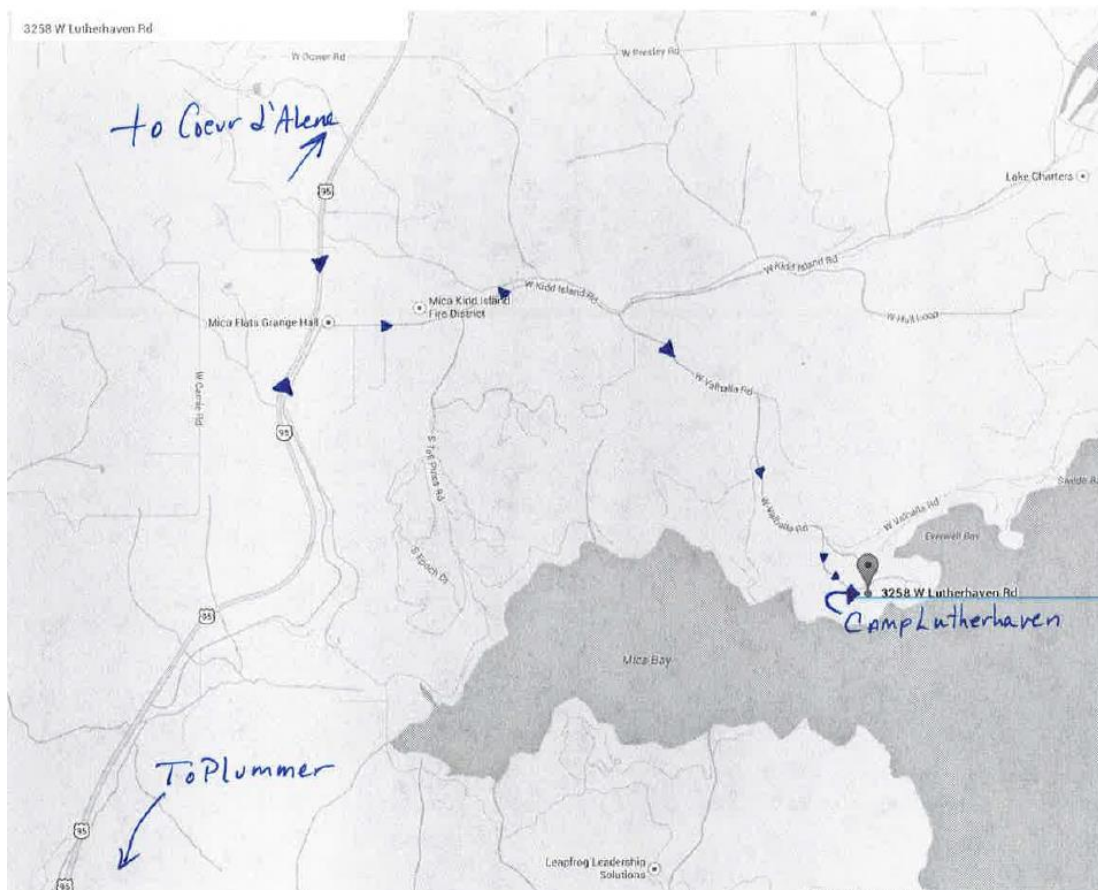
- North on US-95 for 26 miles
- Turn **Right** (east) on W. Kidd Island Road for 1.3 miles. Begin to follow signs for Camp Lutherhaven/ North Idaho Guard School.
- Stay straight to go onto W. Valhalla Road for 0.7 miles.
- Take the 2<sup>nd</sup> right to stay on W Valhalla Road for 0.7 miles.
- Turn right onto W Lutherhaven Road.

### From Coeur d'Alene, Idaho:

- South on US-95 for 6.6 miles
- Turn **Left** (east) onto W. Kidd Island Road for 1.3 miles. Begin to follow signs for Camp Lutherhaven/ North Idaho Guard School.
- Stay straight to go onto W. Valhalla Road for 0.7 miles.
- Take the 2<sup>nd</sup> right to stay on W Valhalla Road for 0.7 miles.
- Turn right onto W Lutherhaven Road.

The link below will display the attached map.

<https://www.google.com/maps/place/3258+W+Lutherhaven+Rd/@47.6135173,-116.8559832,14z/data=!4m2!3m1!1s0x5361cf997f0b94f7:0x385be97d34001ee8?hl=en>



## **2015 Guard School Attendee Employee Expectations**

The 2015 Guard School will be held at Camp Lutherhaven. Registration/check-in and classroom activities will be held at the dining hall/kitchen and nearby buildings. Camp will be set up at the northwest area of the grounds. The dining hall/kitchen will be used for meals. Showers are available in multiple buildings around camp. All facilities are located in close proximity to each other.

### **Safety:**

Safety is first every time. If you have a situation that you do not feel right about, you should stop and take a look at it and find a way to do it safely. If you feel you are not qualified for the situation, you should request help. The facilities are located off US Highway 95, accessed by a narrow and winding road. Allow plenty of travel time from your departure point and obey the posted speed limit at all times.

### **Be Professional:**

We are guests at Camp Lutherhaven. Please look and act professional at all times. You don't need to tell people you're professional – you need to show them that you are. You need to be the one that sets the example. Furthermore, being professional is having the ability to understand the tasks that are assigned and assuming the responsibility to get them done, whether in camp or on the line.

### **Supervisory Controls:**

Your supervisor's direction or instructions are to be followed at all times unless they are clearly illegal, immoral, or unsafe. All Guard School students are expected to ride in agency provided vehicles. No privately owned vehicles will be allowed. Refusal or failure to follow instructions, absenting yourself from work without approval, or similar actions will make you liable for disciplinary action. The standard uniform for the week of Guard School will be Nomex pants, and eight-inch tall (minimum) leather boots with vibram soles. Student's boots must be broken in to avoid bruising, blisters and other related foot injuries. No tee shirts with offensive or obscene messages will be allowed. Your crew boss will inform you of the personal protective equipment needed for any given day.

Crew bosses will be responsible for their crewmembers and will ensure that crews are properly prepared for the work shift and on time. Preparedness includes having a positive attitude, having your equipment ready, and doing everything safely. Remember, you are representing your agency. All supervisory personnel are responsible for the conduct and performance of all personnel under their direct supervision.

### **Respect:**

All employees and partners must take personal responsibility for maintaining conduct that is professional and encouraging respectful behavior from others. Employees must set for themselves a clear boundary between appropriate and inappropriate behavior, and accept boundaries set by your crew boss or coordinator. Your responsibility is to be respectful of others and notify your crew boss or course coordinator of any unacceptable treatment.

### **Off-Duty Responsibilities:**

Employee's off-duty conduct and behavior comes under Agency control when it impairs or may impair the performance of the employee or others, when it exposes the employee or others to accident or injury, or when it damages or may cause damage to property. Any behavior that disrupts the camp routine, or otherwise impinges upon the rights of others, will not be tolerated.

Every employee will get adequate rest in order to meet work requirements safely. Be considerate of other people during sleep periods. Do not make loud, unnecessary noises which might interrupt people's sleep. Lights out / quiet time will begin at 2200 hours every evening.

### **Prohibited Conduct:**

- Using Government-owned or leased vehicles, equipment, or personal property for other than official purposes.
- Possessing, selling, distributing, or personally using any alcohol or illegal drugs (unless prescribed by a physician) in camp or while on official duty, or transporting same in an agency-owned or leased vehicle. **This is a zero-tolerance policy.**
- Smoking will be limited to designated smoking areas only. **Absolutely no smoking or chewing will be allowed inside the facilities.**
- No cell-phone/I-Pod use while on the clock. Cell phones and I-Pods may be used in the morning before briefing, while at lunch, and after dinner.
- Visitors will not be allowed at Guard School.

### **Conclusion:**

All employees have the responsibility to see that these rules are followed and to take action to prevent violations. Where violations cannot be prevented, such actions will be reported to your crew boss, the course coordinator or your work supervisor.

Violation of any of the above rules of conduct by a guard school student may result in referral to the employee's home unit line officer for disciplinary action.

### **Supervisor**

- My employee and I am aware of the behavioral and performance expectations while attending courses at the North Idaho Zone Guard School.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Agency / Unit: \_\_\_\_\_

### **Student**

- I understand my responsibilities as a guard school student.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Agency / Unit: \_\_\_\_\_